

EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, OCTOBER 10TH, 2024 (6PM) Meeting Room & via Zoom

1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM

Meeting was called to order at: 6:01 pm

Board Members present

Craig Nicholson - President
Joe Mora - Vice President
Christine Hall - Treasurer
Colin Smith - Member-at-Large
Tamara Simmons - Secretary

Managers & Employees present:

James Nguyen of Bartlein
Julia Ambat, Scribe

Homeowners present:

Cathy Leyva #369
Kimberly Ray #135
Tim Garfinkel #328
Mark Umemoto #324
Bruce Trowbridge #364

2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE –

Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote. Each unit has about 3 minutes to address their concern to the Board.

Cathy Leyva #369: Raised concerns about the smoking areas, noting that people are bringing in their own furniture and suggesting a desire for more uniformity. She also mentioned erosion by unit #135, which Enviroscaping will address on Saturday.

3. APPROVAL OF PRIOR MEETING MINUTES (9/12/24 + 9/26/24)

a. Regular Session

Craig moved a motion to table the meeting minutes from 9/12 until the November meeting. Colin seconded. All were in favor except for Tamara who abstained. Craig moved a motion to table the meeting minutes from 9/26 until the November meeting. Joe seconded. All were in favor with Chris and Tamara abstaining.

b. Executive Session Summary (payment plan, fine)

Chris moved a motion to accept the 9/12 Executive minutes. Joe seconded. All were in favor except for Tamara who abstained. Colin moved a motion to accept the 9/26 Executive minutes. Joe seconded. All were in favor except for Tamara who abstained.

4. TREASURER, OFFICERS & COMMITTEES

a. Reading of the Treasurer's Report.

Money Market Balance \$132,648.69 + T-Bills \$2,564.456.75

Reserve expenditures last month: 7636 siding & windows + 7626 siding in back (non-insurance related)

Operating Expenses are about 25+% below budget thru end of last month on cash basis

Suggested Motion: Move to approve the Treasurer's report and confirm the Board has reviewed all financial information each month as required by Civil Code Section 5500 including, but not limited to, the Associations check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures as described in the Assoc's budget or otherwise approved by the Board.

James read through the treasurer's report. Craig moved to accept the report as written, seconded by Colin. The motion was unanimously approved.

b. Landscape recommendations & proposals – tree work & replacement; weed control



Enviroscaping is working on 100 yards of mulch and has repaired sidewalks at 7626 due to a fallen tree. Concerns were raised about large eucalyptus trees near 7620, leading to a possible bid of \$18,000 from Mark Crane Tree Service for tree removal and topping if pre-approved. Chris moved to pre-approve the bid not to exceed the expected \$18,000, and Colin seconded. The motion was unanimously approved.

An Enviroscaping invoice for extra weeding labor totaling \$4,080 was presented. Craig moved to approve it, and Colin seconded. The motion passed with all in favor except for Joe, who abstained.

- c. Committees (Grounds, EV, Architectural, Website, Solar, Events, etc.)
Nothing to report.
- d. Caretaker or pool report
Nothing to report.
- e. Vendor evaluations
Nothing to report.

PRIORITY ITEMS NEED TO BE DISCUSSED / RESOLVED:

Old Business: 5 #a, b, c, d, e, f, g

New Business: 6 #a, b, c, d

5. OLD BUSINESS (Board to consider, review and possibly vote on...)

a. 7626 rebuild & ins. claim: Rec'd \$457,742.38; Submitted for retainer / depreciation and supplemental disbursement from carrier

Final replacement costs that exceeded the insurance disbursement was \$21,813. Allowable recoverable depreciation of \$19,489 still remains. The board is awaiting the insurance company to release the total recoverable depreciation, plus the additional \$2,324 of actual replacement costs. James has submitted a request for this additional amount.

b. Updating the gov docs: Revised survey results

Discussion took place regarding an email to accompany the upcoming survey regarding gas line responsibility, which will be sent out shortly.

c. Window replacement; Proposed change in policy – retrofit or insert-style windows no longer permitted (proposed policy sent 8/21/24) formal approval

A proposed policy change regarding window replacements was introduced, prohibiting retrofit or insert-style windows. Craig moved to adopt this policy, and Joe seconded. The motion was unanimously approved.

d. Repairs: roof; dryrot; painting; gutter cleaning; approval and/or ratification of proposals & invoices (if any); Colin moved to authorize a payment of \$5,100 to Enviroscaping for tree installation, seconded by Craig. The motion passed unanimously, with Joe abstaining. Joe, Don, and Craig identified additional repairs needed, and several PO's for these repairs have been issued already, with Don scheduling repairs for 2 more balconies based on the list of priority items provided.

e. Release for insurance for deductible #364

Unit #364 is still awaiting feedback from their insurance adjustor and legal department regarding the proposed deductible release the HOA provided of \$10,000 to the association.

f. Corporate Transparency Act

Colin provided his CDL information.

g. Towing vehicles & emailing notifications

The board decided to continue notifying owners via email as an additional courtesy when vehicles are tagged for towing, emphasizing that it's the vehicle owners' responsibility to monitor their vehicles and registration.

h. Power wash buildings delayed until dry rot is repair -list of repairs from Beachside

Chris moved to spot-wash specific areas needing cleaning, with Colin seconding. Craig amended the motion to allow Enviroscaping to power wash these areas, not to exceed \$3,000. The amendment was unanimously approved, and the



original motion passed unanimously, with Joe abstaining.

i. Gas lines identification projects – installing tags on each line (Jim Dewey);
Discussion tabled.

j. Consolidated Overhead upgrades to gates, gym & pool access control
Discussion tabled.

k. Pool facilities & sauna; other related issues; handicap seating;
Discussion tabled.

l. Signs: Address, pathways, directional, speed limit, no trespassing, pool area
Discussion tabled.

m. EV charging stations
Discussion tabled.

n. Inspection of elevated walkways & balconies – by Focused Group
Discussion tabled.

o. Pedestrian pathway improvements mailbox kiosk across from 7632

p. Fire safety – quote for radios / walkie-talkie; Air table.
Discussion tabled.

6. **NEW BUSINESS (Board to consider, review and possibly vote on...)**

a. #316 - request to replace windows & slider

Chris moved to approve the window and slider replacement for Unit #316, with the condition that if dry rot is found, the new window is installed without flashing, and the board is notified for dry rot repair. Tamara seconded, and the motion was unanimously approved.

b. Draft of proposed budget; fire/hazard insurance non-renewal; waiting for quote to incorporate in budget

Bartlein is seeking new insurance quotes. Farmers (traditional insurance) will consider the complex if all barbecues are removed. Joe moved to change the By-laws to prohibit barbecues in the complex. Tamara seconded. The votes were: Chris, Joe, and Tamara in favor; Colin and Craig against.

James provided the board with a very rough budget for review. As an estimate, it includes \$250,000 for insurance. To be reviewed at the October 24th, 6pm, special meeting.

c. Cleaning out storage room

Enviroscaping has cleaned out the storage room in 7610 building. Colin moved to remediate the mold in the storage room, and Tamara seconded. The motion was unanimously approved. Further work on the floors and sink replacement will come later.

d. Increasing charge for gate clickers & access cards (currently \$40 for clicker & \$10 for access card)

Chris moved to adjust the prices for gate clickers to \$60 and access cards to \$25. Colin seconded, and the motion was unanimously approved.

The board moved to executive session at 8:17pm.

e. Replacement of stair treads & brackets

Discussion tabled.

f. Rekeying common doors

Discussion tabled.

g. Other items to be put on next month's agenda

Discussion Tabled.

7. **EXECUTIVE SESSION**



If needed: (Executive Session may only be used to discuss litigation, contracts with 3rd parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member); levying fine

- Late payers through end of last month (balances of \$500 or more):
- Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

8. **ADJOURNMENT at 8:25pm (Scheduled meeting 11/14/24 @ 6PM IN PERSON & via Zoom)**

Prepared By: Julia Ambat (Scribe)

